

2011 Healthy IncentivesSM

Appeal Request Form



King County

Benefits, Payroll and
Retirement Operations

Complete and return this form to Benefits, Payroll and Retirement Operations, The Chinook Building CNK-ES-0240, 401 Fifth Ave., Seattle, WA 98104-2333. Before submitting this form, you must have first filed an appeal with WebMD at 1-866-584-6813. **For your appeal to be considered, Benefits, Payroll and Retirement Operations must receive this form *no later than September 15, 2011.***

Employee _____ Birth date _____

Mailing address _____ Apt _____

City _____ State _____ ZIP _____

Work phone _____ Home/cell phone _____

Who is the appeal for, and what is that person's relationship to you, the employee (self/spouse/domestic partner)?

Name _____ Relationship _____

Date appeal was submitted to WebMD _____

Reason for denial by WebMD (*attach additional information as necessary*)

Reason for appeal to Benefits, Payroll and Retirement Operations (*attach additional information as necessary*)

Employee signature _____ Date _____

For Office Use Only

Reason for approval/denial _____

Appeal approved/denied by (print name) _____

Signature _____ Date _____

Appeal override entered into PeopleSoft by (print name) _____

Signature _____ Date _____

	Date received	Received by	Appeal approved Yes <input type="checkbox"/> No <input type="checkbox"/>	PeopleSoft ID	Date effective
	Letter sent	Recorded	Position		Union